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BULLETIN

OF THE

AMERICAN LIBRARY ASSOCIATION

Issued in JANUARY, MARCH, MAY, JULY, SEPTEMBER AND November

There is no subscription price, and the Bulletin sent only to members of the Association.

AMERICAN LIBRARY ASSOCIATION

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First Vice-President—Walter L. Brown, Public Library, Buffalo, N. Y.
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Secretary—George B. Ulley, ton St., Chicago.

Treasurer—Carl B. Roden, Public Library,

Executive offices-78 E. Washington Street, Chicago, Ill.

IMPORTATION OF BOOKS

The Librarian of Congress has sent to the A. L. A. headquarters office information relative to plans formulated by the Department of State for the importation of books from the enemies of Great Britain, which for the benefit of college, university and public libraries we print herewith.

In December, 1915, the Department of State issued the following:

Statement for the Press

The Foreign Trade Adviser of the Department is in receipt of a communication from Sir Richard Crawford, Commercial Adviser of the British Embassy, stating that the British Government is prepared to issue permits for shipment to the United States of books in German or other languages, from the enemies of Great Britain, of a philosophical, scientific, technical, or educational character, if specifically destined for universities, colleges or public bodies. Sir Richard Crawford states that it would be required that in all such appli-

cations for such permits, the good faith of the application and the particular institution concerned should be vouched for by some official authority. The Librarian of Congress has indicated his willingness to act in the capacity indicated by Sir Richard Crawford, in passing on these applications. The endorsement of the Librarian of Congress upon the application would be to the effect that he is satisfied that the application is genuine and that the volumes for which the application is made are in fact intended for the use of applicant institution.

If universities, colleges, or other public institutions interested in obtaining books of this character will forward their applications to the Librarian of Congress the latter will pass upon them and after satisfying himself of the bona fides of the application and the proposed use of the books, so endorse the application, forwarding it to the Foreign Trade Adviser of the Department, who will in turn forward it to the British Embassy at this capital with an unofficial request that the permit for the shipment of the books in question be issued.

There are two forms of the application Dr. Putnam states above referred to.

No. 1 is to be used where the application is direct from the institution (university, college or public body) placing an order abroad.

No. 2 is to be used where the application is from an importer acting as agent for a group of institutions.

The forms will, of course, require modification in detail, where (under No. 1) the order is to be placed with an importer or where (under No. 2) the application is in behalf of a single institution.

Application (No. 2) by the importer or agent must be accompanied by an affidavit, as indicated. Those direct need not be.

In preparing the application it will be well to consider carefully the limitations within which alone the permits are to be granted, and to conform strictly to them.

Following are the two specimen forms:

Specimen Form No. 1

Application for Permit

for the shipment to the United States from countries hostile to Great Britain, of cer-

doing business as importers of books and

periodicals, with principal place of busi-

Librarian of Congress.

tain books of a philosophical, scientific,

technical, or educational character, specific-

ness at.....Street, ally destined for universities, colleges or public bodies. 1. That the books whose titles are shown on the attached list, marked A, com-To the Honorable prising in all.....titles, were The Secretary of State. ordered from us by the several universities, Respectfully represents the undersigned: colleges and public bodies named in the 1. That he is.....of the attached list marked B; that the actual or-ders therefor are of record in our office; 2. That such institution is a University College Public Body that the number of copies specified on list A is the number actually required to fill such orders; and that the importation thereof by us is solely for the purpose of 3. That it requires for its use from a country now hostile to Great Britain the filling such orders, and not for stock, or books whose titles are shown on the atfor any other purpose or destination whattached list marked A, comprising in all soever;titles, and the number of copies 2. That it is our purpose to gather the stated respectively. said books in [Germany] for shipment to 4. That he believes there is no one of the United States from the port of [Rotterthe said books which may not truly be dedam]; scribed as "philosophical, scientific, techni-3. That upon the arrival of the said cal, or educational in character. books in [New York City] it is our inten-University tion to despatch them immediately to the 5. That in behalf of the said College Public Body several institutions or public bodies named; and we guarantee that this shall he has placed [proposes to place] an order be done: for the shipment of the said books from 4. That we believe there is no one of [Germany] with the firm of..... the said books which may not truly be delocated at..... scribed as "philosophical, scientific, techniand that the shipment will be made cal. or educational" in character: through the port of [Rotterdam]. 5. That the customers for whom they Wherefore he prays the good offices of are destined, as named in said list B, are the Department of State to secure from the either Universities, Colleges or Public British authorities exemption from inter-Bodies. ference with the said shipment or detention Wherefore, in behalf of such customers. of the said books while in transit to the whose agents we are, we request the good United States. offices of the Department of State to secure Signed..... from the British authorities exemption Endorsement: from interference with the shipment of the The Library of Congress, said books or detention thereof while in Washington, D. C.,......191... transit to the United States. I am satisfied that the within application A ffidavit is genuine and that the volumes covered by it are in fact destined for the use of (University Before me personally appeared the above the College Public Body named. named.....and made oath to the truth of the facts stated and the good faith of the representations made Librarian of Congress. in the foregoing application by him signed. Specimen Form No. 2 Application for Permit Notary Public. for the shipment to the United States from (Seal) countries hostile to Great Britain, of cer-Endorsement: tain books of a philosophical, scientific, The Library of Congress, technical, or educational character, specific-Washington, D. C.,........191... ally destined for universities, colleges or I am satisfied that the within application public bodies. is genuine, and that the volumes covered by it are in fact destined for the use of the To the Honorable The Secretary of State: institutions or public bodies named. Respectfully represents the firm of.....

Special Addendum Where the List Is of Periodicals, of Other Serials, or of Books Published in Parts

Special

And as the said books [periodicals] are published in parts [numbers] of which only a single part [number] is issued at one time or can be included in a particular invoice, though the order [subscription] for them placed with us covers the entire work [year], we further request that such permit as may be issued for such exemption shall cover subsequent shipments comprising the parts or numbers issued hereafter, until the completion of the publication [until the expiration of the current subscription year].

N. B.—It is recommended that applications for current periodicals shall be kept distinct from those for books.

It is required that the applications and the lists of books and periodicals appended shall be in quadruplicate; also the lists appended must be clear lists, containing no items not covered by the application. Copies of order sheets with partial checks will not answer.

Where the titles are few, they should be incorporated in the body of the application itself; where there are too many to be so incorporated, they may be extended upon a separate sheet, provided this is secured firmly to the application.

Please note also (1) the only shipments can be out of Rotterdam, and (2) that the *number* of applications are to be kept within as narrow limits as possible. For this purpose, it would be desirable to group as many items as possible in each application.

It is furthermore required according to recent word from Dr. Putnam that:

- (1) In each application the precise number of volumes applied for, the value of each, and the total value is to be furnished.
- (2) In all applications the name is to be given of the shipping agent at Rotter-dam, by whom the shipment is to be forwarded.

STATISTICS OF UNIVERSITY LIBRARIES, 1914-1915

These statistics have been compiled by J. T. Gerould, librarian of the University of Minnesota, and we are departing from our practice of printing in the Bulletin only what is strictly related to the A. L. A. because we believe these figures will be in a way supplemental to those collected by the A. L. A.

premental to those conceeds by the art in the						
	Volumes	Volumes	Expended	Appro-		Total
	in	added,	for books, 1914-15	priation, 1915-16	Staff	salary
_	library	1914-15			10	account
Brown	215,000	15,000	\$ 8,544.41	\$10,000.00	10	\$ 9,390.00
California	304,662	23,038 ¹	30,000.00	30,000.00	40	46,110.00
Chicago	458,616	28,280	34,821.82	40,568.68	94	72,028.00
Columbia	630,075	21,714	45,000.00	50,000.00	74	68,000.00
Cornell	461,129	15,615	12,631.73	23,909.25	21	23,008.00
Illinois	326,893	44,306	57,225.00	55,000.00	51	47,438.00
Indiana	$104,\!502$	5,939	14,215.70		8	11,600.00
Iowa	114,895	7,688	15,000.00	15,000.00	11	8,800.00
Johns Hopkins Univ	190,814	8,136	15,253.1 3	22,000.00	14	11,837.50
Kansas	101,940	7,162	15,000.00	20,000.00	16	11,665.00
Leland Stanford	263,657	24,535	58,076.70	31,834.00	25	29,230.00
Michigan	352,718	15,580	23,902.55	32,000.00	35	29,555.00
Minnesota	207,406	22,406	46,774.83	51,084.00	29	33,010.00
Missouri	138,133	8,916	13.837.00	15,800.00	15	12,705.00
Nebraska	121,270	6,220	16,000.00	17,000.00	13	11,600.00
Northwestern	102,874	4,557	$12,\!530.72$	8,400.00	10	9,300.00
North Dakota	55,843	2,672	3,217.61	3,430.00	5	5,470.00
Oberlin	303,576	16,411	6,222.00	6,811.00	15	12,500.00
Ohio	147,265	9,688	18,350.00	22,000.00	18	16,200.00
Pennsylvania	413,519	23,706	17.915.95	23,508.88	29	22,000.00
Princeton	373,224	41,239	21,923.00	45,000.00	3 4	23,690.12
South Dakota		5,000	5,000.00	3,000.00	$\tilde{2}$	2,570.00
Texas	109,032	9.811	21,620.00	23,595.00	$1\overline{4}$	15,060.00
	64,991	6,661	12,000.00	10,000.00	9	12.130.00
Washington		11,480	26,241.00	26,000.00	20	26,585.00
Wisconsin ²	235,400			•	43	40,922.07
Yale	1,000,000	84,581	31,888.76		40	40,322.01

¹Including department libraries in this figure only.

²Not including State Historical Society Library of 185,000 volumes in the same building.